

The Constitution of the  
New York Association of Agricultural Educators

Article I

Name and Affiliations

- Section A This organization shall be known as the New York Association of Agricultural Educators (NYAAE).
- Section B The NYAAE shall be affiliated with the National Association of Agricultural Educators, the New York State Association of Career and Technical Educators and the (National) Association for Career and Technical Educators.

Article II

Purposes

- Section A The purpose of NYAAE shall be to promote and improve the teaching of agriculture.
- Section B To maintain and improve professional standards of agricultural teachers.
- Section C To maintain and develop a 'Esprit de Corps' of the members through social, recreational and professional programs.
- Section D To develop and maintain proper relationships with other organizations and agencies having compatible objectives.
- Section E To sponsor, promote, and guide strong agricultural education programs in district and state activities.
- Section F To maintain, promote and support the New York FFA Leadership Training Foundation, Inc. by promoting the attendance of FFA members at Oswegatchie Education Center, promoting financial support through local FFA chapter efforts and cooperating with the program whenever and where possible.

Article III

Membership

- Section A Active membership is open to persons professionally associated with agricultural education at any level, as teachers, directors, or administrators upon payment of annual dues and subscription to the constitution.

Section B Honorary Life Membership may be awarded to deserving individuals by action of the Executive Committee. Active and Associate members of the Association will become Honorary Life Members upon retirement. Such membership does not require payment of dues and does not provide voting privileges in meetings.

Section C Student membership shall be available to any student in an approved college program who is preparing to teach an agricultural subject. Dues for student membership shall be set by the membership at the NYAAE Annual Meeting.

## Article IV

### Officers

Section A The elected officers of NYAAE shall be: President, President-Elect, Treasurer, five Regional Trustees and five Regional Trustee Alternates.

1. FFA Districts 1 & 2- 2010 and every three years thereafter
2. FFA Districts 3 & 6 – 2011 and every three years thereafter
3. FFA Districts 4 & 5- 2011 and every three years thereafter
4. FFA Districts 7 & 8- 2012 and every three years thereafter
5. FFA District 9 & 10- 2012 and every three years thereafter
6. Treasurer – 2010 and every three years thereafter
7. President-Elect – annually

Section B The Executive Director shall be appointed annually by the Executive Committee at the first executive committee meeting following the NYAAE Annual meeting. The Executive Director shall be the Director of Agricultural Education Outreach, or their appointee, or other prominent agriculture education leader if Agricultural Education Outreach does not exist.

Section C All officers of shall be members in good standing of NYAAE. Regional Trustees and Alternates must be employed as agricultural education teachers and serve as an FFA advisor to an officially registered NYS FFA chapter throughout their entire tenure of service as a Trustee.

Section D Terms

1. The terms of Regional Trustees shall start of July 1st of the year elected and continue for a three-year duration, unless the nominating committee is unable to find a qualified candidate.
2. The President-Elect shall assume the role of President the year immediately following their one year term.
3. The President shall serve a one year term, unless the President-Elect is unable to fulfill the role of President, in the event that the president does not want to serve a second term elections will be held.

Section E Vacancies: Whenever a vacancy occurs among members of the State Board of Trustees, other than from expiration of their terms of office, the elected alternate shall fill in until the next annual meeting. If there is no alternate, the NYAAE executive committee shall appoint a replacement to serve until elections are held at the next NYAAE annual meeting where a new Trustee will be elected to complete the rest of the term.

## Article V

### Boards and Committees

Section A Definition: The Executive Committee shall consist of the elected officers. The Executive Director and treasurer shall be exofficio, non-voting members.

The NYAAE Board of Trustees Executive Committee shall have the authority to advise upon actions of the State Board of Student Officers and the delegates at any annual meeting of the State FFA Association in order to ensure conformity with the provision the National Career and Technical Education Acts and the New York State Education Department. In matters requiring a vote of action by the Board of Trustees Executive Committee, only the five designated Regional Trustees, or the Regional Trustee Alternate, in the absence of the trustee, are designated to vote on motions/actions. The remaining members of the Board of Trustees Executive Committee are advisory in nature only.

Section B Duties: NYAAE Board of Trustees Executive Committee Shall:

1. Meet at least twice annually to consider FFA policy changes. Policy changes must also be approved by the student board of officers.
2. Attend special meetings of the Board of Trustees Executive Committee as designated by the President with no less than seven days prior notice.
3. Receive notice of regular meetings 30 days prior to the meetings except for the first meeting after June 15th each year.
4. Serve on standing and special committees of the FFA, advise and make recommendation to the State Board of Student Officers with respect to the conduct of the activities and business of the organization as well as to support and maintain the best interest of agricultural education and the State FFA Association.
5. Formulate and promote the policies of the FFA Association.
6. Promote the public relations activities of the Association.
7. Review and act on the FFA Annual Program of Activities.
8. Approve budget and special transactions of the State FFA Association.
9. Appoint an FFA Executive Treasurer and define the duties of the position.
10. Appoint an auditing committee to review the FFA Executive Treasurer's and FFA Student Treasurer's books annually.
11. Aid in planning, conducting and evaluating the FFA Annual Meeting.

12. Make long range policy decision concerning the State FFA Association.
13. Participate in an annual board training workshop coordinated by the Agriculture Outreach and Education Staff.

Section C      Definition: The NYAAE Board of Trustees Executive Council shall consist of the Executive Committee plus State Education Department Representative, Cornell University Representative, SUNY Oswego Representative, Post Secondary (two-year college) Representative, RAENY (Retired Agricultural Educators of New York), Student Teacher Representative, Foundation Representative, State FFA Advisor, State FFA Executive Secretary , and FFA Executive Treasurer.

Section D      Duties: The NYAAE Board of Trustees Executive Council shall:

1. Conduct the business of the NYAAE between Annual Meetings.
2. Review and act on the NYAAE Annual Program of Activities.
3. Authorize, in advance, all expenditures made by the NYAAE Treasurer.
4. Designate officers to form the delegation headed by the President to represent the NYAAE at NAAE, NYSACTE, and ACTE Conventions.
5. Determine the time and place of the NYAAE Annual Meeting and notify the members.
6. Select a present or past Executive Council member to serve on the NYSACTE Executive Committee.
7. Serve on standing and special committees of the NYAAE.
8. Formulate the plan and organization for the NAAE Annual Professional Improvement Conference.
9. Participate in an annual board training workshop coordinated by the Agricultural Outreach and Education Staff.

## Article VI

### Dues

Section A      The annual dues of the Association shall include membership in the New York Association of Agricultural Educators and a contribution to the New York State FFA Leadership Training Foundation. The Association will promote membership and receive and transmit dues in affiliated organizations including: NAAE, NYSACTE and ACTE.

## Article VII

### Finances

Section A      The Executive Council shall be responsible for approving the annual budgets, making all appropriations and authorizing all expenditures of the NYAAE.

- Section B The Executive Committee shall be responsible for approving the annual budgets, making all appropriations and authorizing all expenditures of the NYS FFA Association.
- Section C The NYAAE Treasurer shall be bonded for \$10,000, purchased at the expense of the NYAAE
- Section D The members of the Executive Council may be reimbursed for their expenses in carrying out the functions of their offices, when such expenses are not those usually incurred in the regular schedule of duties of their profession.
- Section E All committees appointed by the President and Executive Committee may be reimbursed for their expenses of attendance at sessions not held in conjunction with regularly scheduled meetings which agricultural teachers would ordinarily attend at the discretion of the Executive Committee.

## Article VIII

### Agricultural Teachers Endowment

- Section A The Agricultural Teachers Fund shall be loaned to students who are preparing at Cornell University for teaching Agricultural Education.
- Section B A Cornell University representative, in agriculture education, shall be responsible for allocation of these funds.

## Article IX

### Executive Director

- Section A Duties: The Executive Director or their appointee(s) shall:
1. Arrange Council Meetings in cooperation with the President.
  2. Send notices of meetings and agendas to all necessary persons.
  3. Attend Executive Committee and Council Meetings.
  4. Represent NYAAE at other agricultural or educational organizations, legislative hearings or SED meetings.
  5. Promote membership.
  6. Co-chair Legislative Committee.
  7. Coordinate NYAAE Professional Improvement Conference and Annual Meeting with direction from the Executive Committee (such as awards, registration, program and site selection).

8. Submit expenses monthly to the NYAAE Treasurer.
9. Submit reports at Executive Council Meetings and NYAAE Annual Meeting.
10. Submit articles to the NYAAE Newsletter.
11. Conduct orientation of new NYAAE Executive Council officers.

## Article X

### Triad

- Section A The Triad shall consist of the NYAAE President, the New York State FFA Leadership Training Foundation Board Chairperson and the Agricultural Education Outreach Coordinator or their designee.
- Section B The purpose of the Triad is to act in an advisory capacity to coordinate the activities of the three organizations (NYAAE, FFA and the Foundation Board) and to advise Agricultural Education Outreach.
- Section C The Triad shall meet at least three times per year.

## Article XI

### Amendments

- Section A The constitution may be amended by a two-thirds vote of the members present and voting at the NYAAE Annual Meeting. Proposed amendments must be submitted in writing to the Executive Committee 30 days before the business session of the NYAAE Annual Meeting.

Revised at NYAAE Annual Meeting:

June: 1975, 1976, 1977, 1978, 1979, 1983, 1985, 1998, 2003, 2006, 2010, 2011, 2012

The By-Laws  
Of the New York Association of Agricultural Educators

Article I

Membership Recognition

Section A Service recognition shall be made by the NYAAE to members as they complete 5, 10, 15, 20, 25, 30, 35, and 40 years of service to teaching agriculture. Consideration shall be given for years of teaching in “Out of State” service for a maximum of five years for the ten year and greater recognition. Full credit shall be given for military service, provided the candidate was a member in good standing just prior to entering military service.

Article II

Duties of Officers

Section A The President shall:

1. Serve as the president of the State Board of Trustees Executive Council.
2. Call all regular and special meetings of the NYAAE, the Executive Council and the TRIAD and preside over the same.
3. Appoint all regular and special committees and act as ex-officio member of each.
4. Be responsible for the proper notification of committees as to work to be done.
5. Be one of the official delegates, or designate a representative, of the NYAAE at the Annual Meetings of the Association of Career and Technical educators and the National Association of Agricultural Educators.
6. Represent NYAAE, or designate a representative, with other organizations and affiliates.
7. Appoint a chairperson for the Nominating Committee.

Section B The President-Elect shall:

1. Assume the duties of the President in his/her absence.
2. Serve as a delegate at the NAAE Annual Meeting, or designate a representative.
3. Be responsible for the NYAAE Program of Activities and monitoring all committee activities.
4. Seek and recommend special programs for the NYAAE Annual Professional Improvement Conference one year in advance.
5. Prepare a NYAAE Program of Activities for the forthcoming year.
6. Serve as Chairperson of the Public Relations Committee for NYAAE.

7. Attend meetings as designated by the President.
8. Coordinate NYAAE Awards in the following categories: Outstanding New Member, Outstanding Young Member, Teacher Turn the Key, Outstanding Ag. Ed. Teacher, Outstanding Teacher Mentor, Outstanding Ag. Ed. Program, the Post-Secondary All-Star Team, and Ideas Unlimited.
9. Keep accurate official records of proceedings of the NYAAE Annual Meeting and meetings of the Executive Committee and Executive Council.
10. Be responsible for correspondence and communications of the NYAAE.

Section C

The Treasurer shall:

1. Be responsible for the finances of the NYAAE and pay all bills upon authorization of the Executive Committee.
2. Collect dues and maintain an accurate membership roster for NYAAE.
3. Prepare the annual budget of the NYAAE in coordination with the President-Elect and submit it to the Executive Council for adoption at the Annual Meeting.
4. Make reports of membership and finances at the NYAAE Annual Meeting and at each Executive Council Meeting.
5. Forward dues and membership rosters to the appropriate organizations in a timely manner.

Section D

The Regional Trustees shall:

1. Attend all the regular and special meetings of the NYAAE Board of Trustees Executive Council.
2. Keep all region members informed of recommendations and actions of the Executive Council.
3. Promote professional membership and coordinate a membership drive in his/her respective region.
4. Recruit and promote NYAAE leadership positions.
5. Vote on the actions of the State Board of Student Officers and FFA financial matters.
6. Serve on standing and special committees.

Section E

The Regional Trustee Alternates shall:

1. Assume the duties of the Regional Trustees in his/her absence.
2. Stay current on all NYAAE Board of Trustees Executive Council recommendations and actions.
3. Serve on standing and special committees.

### Article III

#### Elections

Section A

A nominating committee shall consist of the President as chair, or designated appointee.



- Section B The Nominating Committee shall place at least two names in nomination for each elected office except President.
- Section C The NYAAE shall elect Trustees to the Board of Trustees of the New York Association of FFA as provided in its charter.
- Section D NYAAE Officers shall be elected at the Annual Meeting of the NYAAE.
- Section E President shall have served as an elected officer of the NYAAE for a minimum of two years prior to the election of President.
- Section F The President-Elect shall have served as an elected officer of the NYAAE for a minimum of one year prior to the election of President-Elect.
- Section G Alternate Regional Representatives are elected on the same schedule as the Regional Representatives.
- Section H Regional Representatives and Alternates are elected at the NYAAE annual meeting by the NYAAE regional members that they represent.

#### Article IV

##### Meetings

- Section A The NYAAE Annual Meeting shall be held in connection with the NYAAE Annual Professional Improvement Conference. Other meetings shall be arranged for by the Executive Council as necessary.

#### Article V

##### Fiscal Year

- Section A The fiscal year of the NYAAE shall be July 1 to June 30 of each year.

#### Article VI

##### Dues

- Section A Dues of the NYAAE shall be determined one year in advance by a vote of the members at the NYAAE Annual Business Meeting.
- Section B First year teachers may become regular members by paying dues equal to student membership dues.

## Article VII

### Business

Section A      The business of the NYAAE shall be conducted in accordance with the accepted rules of parliamentary procedure. One-fifth of all members shall constitute a quorum.

## Article VIII

### Amendments

Section A      The constitution may be amended by a two-thirds vote of members present and voting at the NYAAE Annual Meeting. Proposed amendments must be submitted in writing to the Executive Committee 30 days before the business session of the NYAAE Annual Meeting.

Revised at NYAAE Annual Conference:

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